

**Department of Defense (DoD)**  
**Civilian Personnel Management Service (CPMS)**  
**Field Advisory Services - *FAS***  
**Classification Appeal Decision**

<b>DoD Decision:</b>	<b>Computer Specialist, GS-0334-11</b>
<b>Initial classification:</b>	Computer Specialist, GS-0334-11
<b>Organization:</b>	Navy <i>Special Logistics Control Organization</i> Systems and Plans Department Computer Systems Division Programming Analysis Branch
<b>Date:</b>	November 21, 1996

**BACKGROUND**

The Department of Defense (DoD), Civilian Personnel Management Service (CPMS) received a classification appeal from the appellant, a Computer Specialist, GS-334-11. The appellant's assigned position is in the Department of the Navy International Logistics Control Office. The appeal is for upgrade to GS-334-12.

**HISTORY**

During the November through May time frame this position has undergone a series of reviews requested by the activity of its servicing Human Resources Office (HRO). The HRO honored the requests with special emphasis on Factors 3 (Guidelines), 6 (Personal Contacts), and 7 (Purpose of Contacts) as these were major concerns stated in the requests. The final analyses were always Computer Specialist, GS-334-11.

**SOURCES OF INFORMATION**

1. Request and supporting documentation from the servicing Human Resources Directorate.
2. Telephone interview with the appellant.
3. Telephone interview with the appellant's supervisor.

## REFERENCES

1. Office of Personnel Management, Position Classification Standards for Computer Specialist Series, GS-334, July 1991.

## SERIES AND TITLE DETERMINATION

The position title and series are not being contested. However, for record purposes, the appellant encumbers a position that plans, designs, develops, acquires documents, tests, implements and modifies systems for solving problems or accomplishing work processes by using computers. The primary need is knowledge of information processing methodology/technology, computer capabilities, and processing techniques. **The title and series determination of this position are appropriately Computer Specialist, GS-334.**

### **Factor 1, Knowledge Required by the Position Level 1-7, 1250 Points**

**This factor measures the nature and extent of information or facts that an employee must understand to do acceptable work.**

Concur with HRO assignment of level 1-7. The appellant is the lead data base administrator for the Management Information System for International Logistics (MISIL). She modifies, devises and writes new programs. She modifies and adapts precedent solutions to unique or special requirements. The appellant must coordinate with NAVILCO personnel, and DISA computer centers. She assists the data base administrator (DBA) for ORACLE in designing data base tables. Both evaluate the software system through loading data and making sure programs are operating properly.

### **Factor 2, Supervisory Controls Level 2-4, 450 Points**

**This factor covers the nature and extent of direct or indirect controls exercised by the supervisor, the employee's responsibility, and the review of completed work.**

Concur with HRO assignment of level 2-4. A team leader, also the senior DBA, exercises control over the appellant's assigned position. He is responsible for assigning and monitoring workload, as well as the allocation shifting of resources, setting timeframes and informing higher level management of delays and the impact of such delays on other projects. The team leader provides input and recommendations to the appellant's immediate supervisor on her performance.

### **Factor 3, Guidelines Level 3-3, 275 Points**

**This factor covers the nature of guidelines and the judgment needed to apply them.**

Concur with HRO assignment of level 3-3. In the course of her work, the appellant uses manuals related to MISIL and ORACLE, vendor's technical manuals, programming and technical manuals and agency guidance. These guidelines contain general guidance for the appellant. The appellant relies

on initiative and past experience when attempting to rectify system problems and develop program designs.

Level 3-4 addresses deviating from traditional methods and researching trends. It also addresses primary constraints as those imposed by the need for compatibility with existing systems or processes. There is no evidence that the appellant deviates from methodology or research outside the traditional realm of planning, designing, developing or modifying data bases. The appellant's team leader devises program design. He must determine the effects of technological developments in equipment, programming techniques and system software when considering new and improved methods to cope with particular projects already in existence.

The appellant indicated that at one time she served as the project leader for setting up the MISIL data base for the Navy. This project is completed. The team leader is responsible for advising his supervisor of team member's, including the appellant, assignments and projects.

#### **Factor 4, Complexity Level 4-4, 225 Points**

**This factor covers the nature, number, variety, and intricacy of tasks, steps, processes, or methods in the work performed; the difficulty in identifying what needs to be done; and the difficulty and originality involved in performing the work.**

Concur with HRO assignment of level 4-4. The appellant designs and develops programs for the MISIL and ORACLE data bases for modification purposes.

#### **Factor 5, Scope and Effect Level 5-4, 225 Points**

**This factor covers the relationship between the nature of the work, and the effect of work products or services both within and outside the organization.**

Concur with HRO assignment of level 5-4. The appellant's work affects a wide range of activities and foreign countries who rely on information from the MISIL and ORACLE data bases.

#### **Factors 6 and 7, Personal Contacts and Purpose of Contacts Level 2B, 75 Points**

Concur with HRO assignment of level 2B. The appellant's contacts, for the most part, are for the purpose of obtaining and exchanging factual information related to day-to-day technical operations. She coordinates work efforts and solves problems that may include other agencies such as DISA and DFAS. Influencing others involves recommendations posed with user demands taken into consideration.

The appellant's team leader promotes and influences acceptance of new or changed methods not readily accepted. He must also enlist support for design objectives not readily accepted. It is at this stage of planning that problems in securing cooperation are likely to arise. It is also at this stage that the team leader meets with senior management officials at the DISA megacenters, Defense Security Assistance Agency Office of the Comptroller, Naval Supply Systems Command, and DFAS.

**Factor 8, Physical Demands Level 8-1, 5 Points**

Concur with HRO assignment of level 8-1.

**Factor 9, Work Environment Level 9-1, 5 Points**

Concur with HRO assignment of level 9-1.

**Summary**

<b><u>Factor</u></b>	<b><u>Level</u></b>	<b><u>Points</u></b>
1	1-7	1250
2	2-4	450
3	3-3	275
4	4-4	225
5	5-4	225
6 and 7		75
8	8-1	5
9	9-1	5
<b>TOTAL POINTS</b>		<b>2510</b>

**FINAL DETERMINATION: COMPUTER SPECIALIST, GS-334-11**